

**Tualatin Valley Community Band FY-2014
Community Event Funding Request**

Event Name: Tualatin Valley Community Band – <http://www.tvcb.org>
Address: P.O. Box 230773, Tigard, Oregon 97281-0773

Contacts: Phillip Pasteris, Board President, 503-639-9740 (h),
503-201-6908 (c) phil.pasteris@frontier.com
Steve Heuser, Music Director, 503-691-1446 (h),
503-680-1768 (c) Steve@Steveheuser.com

1. Request

Cash	\$2,000
In-kind Services	Use of the Cook Park Bishop-Scheckla Structure for weekly rehearsals (Jun-Jul) and a free July public concert.
Total Request	\$2,000

2. Purpose of Funding Request:

The Tualatin Valley Community Band (TVCB) is requesting a grant of \$2,000 in order to defray the costs of performing free public concerts in venues available in the Tigard community.

The TVCB is a State of Oregon recognized nonprofit organization with a three-fold mission (1) to provide high quality, live, concert band public music performances for civic and educational functions, (2) to provide an opportunity for musicians of all ages and ethnic backgrounds to perform music, and (3) to foster music education by providing individual scholarships and donations to music education programs. TVCB was formed in 1989 and has been under the direction of Steve Heuser since 1991. TVCB has approximately 70 members ranging in age from teens to 80s.

The funds requested from the City of Tigard would be used as follows.

- Tigard/Tualatin High School Auditorium rental;
2 free public concerts @ \$600 per concert..... \$1,200
- Music scores, funds matched by TVCB, approximately 6 music scores \$300
- Liability insurance to perform free public concerts in Tigard \$500

Total Request	\$2,000
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3. How will this event benefit the Tigard Community?

TVCB provides Tigard with public concerts that raise the awareness of the Arts in our community. TVCB also supports the Tigard-Tualatin school system by providing students a no-cost opportunity to participate and extend their musical training through involvement in a musical organization during non-school hours. During 2013, TVCB provided the following free public events in the Tigard – Portland metropolitan area:

1. "Holiday Harmonies" - Tualatin High School, Tualatin, OR, December 7, 2013
2. "Tigard Christmas Tree Lighting" - Liberty Park, Tigard, OR, December 6, 2013
3. "Music Under the Trees" - Cook Park, Tigard, OR, July 28, 2013
4. "Movie Night" - Tualatin Commons, Tualatin, OR, July 13, 2013
5. 4th of July Fireworks! - Tigard High School, Tigard, OR, July 4, 2013
6. "Spring Concert Featuring Dale Cleland, Clarinet Soloist - Tigard High, Tigard, OR, June 2, 2013
7. Oregon Adult Band Festival - Canby High School, Canby, OR, March 23, 2013

The TVCB plans to provide a similar number of performances in 2014 using a variety of venues in the Tigard area. Our rehearsals are open to the public in Cook Park every Tuesday evening during the summer.

4. How many Tigard residents do you anticipate participating in these events?

Several thousand Tigard residents attend the Fourth of July concert; several hundred attend each of our indoor high school venue concerts and our July Cook Park concert. Our Publicity committee works closely with the City of Tigard and all media outlets to publicize upcoming concerts. We are actively searching for opportunities to perform for school and city events.

5. Financial Information

Figure 1 TVCB Account Balance as of 1/1/2013

Account Balances - As of 1/1/2013	
As of 1/1/2013	
Account	1/1/2013 Balance
Bank Accounts	
CD at HomeStreet	5,439.38
Checking	0.00
Checking HomeStreet	11,901.80
TOTAL Bank Accounts	17,341.18
Cash Accounts	
Festival Tapes	0.00
TOTAL Cash Accounts	0.00
Asset Accounts	
Band Shirts	179.00
Folios	195.02
Music fund	35.00
TOTAL Asset Accounts	409.02
Liability Accounts	
Instrument Fund	-20.00
JW Pepper Music	0.00
Scholarshp Fund	-2,755.18
Sheet Music Svc	0.00
TOTAL Liability Accounts	-2,775.18
OVERALL TOTAL	14,975.02

Figure 2 TVCB Account Balances as of 12/31/2013

Account Balances - As of 12/31/2013	
As of 12/31/2013	
Account	12/31/2013 Balance
Bank Accounts	
CD at HomeStreet	0.00
Checking	0.00
Checking HomeStreet	25,001.77
TOTAL Bank Accounts	25,001.77
Cash Accounts	
Festival Tapes	0.00
TOTAL Cash Accounts	0.00
Asset Accounts	
Band Shirts	215.00
Folios	97.51
Music fund	35.00
TOTAL Asset Accounts	347.51
Liability Accounts	
Instrument Fund	-20.00
JW Pepper Music	0.00
Scholarshp Fund	-2,874.82
Sheet Music Svc	0.00
TOTAL Liability Accounts	-2,894.82
OVERALL TOTAL	22,454.46

Figure 3 TVCB CY 2013 Cash Flow (Income, Expenditures, and Transfers)

Date	Account ▲	Num	Description	Memo	Tag	Clr	Amount
INCOME							10,358.88
Donations							10,325.33
donations - Pay Pal							72.75
Membership							20.49
Other Donations							10,232.09
Int Inc							33.55
EXPENSES							-2,879.44
Ads							-39.00
Business Operations							-740.49
Insurance							-490.00
Office Supplies							-102.89
P O Box Rent							-83.00
Postage							-4.60
Other Business Operations							-60.00
CD Cost							-200.00
Concert Expenses							-661.42
Facility rental							-615.13
Misc							-46.29
Gifts							-37.99
Music							-849.59
Return Shipping							-10.60
Other Music							-838.99
Music Performance Rights							-275.00
Shipping							-75.95
TRANSFERS							0.00
CD at HomeStreet							5,439.36
Checking HomeStreet							-4,713.59
Band Shirts							-21.00
Folios							97.51
JW Pepper Music							-921.94
Scholarshp Fund							119.64
OVERALL T...							7,479.44

CY 2013 Budget notes as follows:

1. Major Revenue Sources CY 2013
 - a. City of Tigard \$2,000, Tigard 4th of July Committee \$200, Intel Corp. \$3,200, CH2M Hill \$500, Free Will Donations \$3,351, Scholarship donations \$372.
2. Major Expenses CY 2013
 - a. TTSD auditorium rental, \$615, Music Purchases \$850, Insurance, \$490, Music Performance rights, \$275, Recording Costs, \$200.
 - b. Scholarship: Two scholarship awards of \$500 to Charyn Colvin and Lauren Lamb.
3. Cash balances shown in Figures 1 and 2.
4. Authorized positions are as follows: Phil Pasteris, Board President; Tim Roberts; Secretary; Phil DeLuca, Treasurer. Board members include Steve Heuser, TVCB Music Director; Chris Lewis, Librarian; Lonn Aldridge, TVCB Past President (2008-2009), Barry Albertson, TTSD School Board; Lee Boekelheide TVCB Past

Treasurer; Bob Erickson, Lisa Hasuike, Twality Band Director; Sue Lamb, Past President (2009-2012), Ken Scheckla, Former Tigard City Council Member, Chris Lewis, TVCB Librarian; Steve Norcross, TVCB Member; Matt McKenzie, TVCB Member. All positions are uncompensated.

Figure 4 TVCB 2014 Cash Flow and Board Adopted 2014 Cash Flow Budget

1	TVCB CASH FLOW PLANNING BUDGET 2014	Actual FY- 2013	Proposed FY- 2014
2			
3	GENERAL FUND START YEAR BALANCE	\$16,975.93	\$24,505.05
4	INCOME		
5	CD Archive Sales	\$0.00	\$0.00
6	Donations	\$10,301.18	\$5,950.00
7	Folio Purchase By Members	\$26.93	\$65.00
8	TVCB Shirt Purchase by Members	\$84.00	\$105.00
9	Interest Income Checking	\$33.55	\$30.00
10	Replacement Music		
11	TOTAL INCOME	\$10,445.66	\$6,150.00
12			
13	EXPENSES		
14	Ads - Publicity	\$39.00	\$250.00
15	Business Operations (State of Oregon)	\$60.00	\$60.00
16	Insurance	\$490.00	\$500.00
17	Office Supplies	\$102.89	\$120.00
18	P O Box Rent	\$83.00	\$58.00
19	Postage	\$4.60	\$15.00
20	CD Costs (Concert Recording)	\$200.00	\$400.00
21	Entry Fees	\$0.00	\$0.00
22	Rent Paid (Concerts)	\$615.13	\$1,950.00
23	Concert Expenses	\$46.29	\$25.00
24	Music Performance Rights	\$275.00	\$275.00
25	Instrument Rental (TTSD)		
26	TTSD Facilities Sound Proofing		\$1,500.00
27	Printing		\$50.00
28	TVCB Shirts		\$105.00
29	Music Purchases	\$849.59	\$950.00
30	Music shipping	\$75.95	\$90.00
31	Shipping (music return)	\$10.60	\$40.00
32	Folios	\$0.00	\$0.00
33	Misc. (audio system)	\$0.00	\$0.00
34	TOTAL EXPENSES	\$2,852.05	\$6,388.00
35	(INCOME-EXPENSES)	\$7,593.61	-\$238.00
36	GENERAL FUND END YEAR BALANCE	\$25,276.77	\$24,267.05
37			
38	SCHOLARSHIP FUND		
39	Starting Balance	2,754.42	\$2,874.06
40	Interest Income CD Scholarship	35.48	\$20.00
41	Scholarship Donations	1,084.16	\$240.00
42	Total Income	1,119.64	\$260.00
43	Expenses	1,000.00	\$1,000.00
44	Ending Balance	2,874.06	\$2,134.06
45	NET BALANCE CHANGE	119.64	-\$740.00

5.b Financial Statements

The TVCB FY-2013 check register from Quicken is in Appendix A.

5.c Articles of Incorporation

Articles of Incorporation are on file with the City of Tigard.

5.d 501(c)(3) Status

TVCB obtained a federal tax-exempt designation on November 21, 2001. This document is on file with the City of Tigard. The TVCB Employer Identification Number is 93-1168909 and our DLN Number is 17053299033021.

5.e Organizational By-laws

By-laws are on file with the City of Tigard. No changes were made during CY-2013.